

|  |  |   |  |  |  |  |  |
|--|--|---|--|--|--|--|--|
| AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT   |  |   |  | 1. CONTRACT ID CODE<br><div style="text-align: center;">J</div>  |  | PAGE OF PAGES<br><div style="text-align: center;">1   23</div> |  |
| 2. AMENDMENT/MODIFICATION NO.<br><div style="text-align: center;">0003</div>   |  | 3. EFFECTIVE DATE<br><div style="text-align: center;">12-Oct-2004</div> |  | 4. REQUISITION/PURCHASE REQ. NO.<br><div style="text-align: center;">W22W9K-4224-7098</div>  |  | 5. PROJECT NO.(If applicable)                                  |  |
| 6. ISSUED BY<br>U. S. ARMY ENGINEER DISTRICT, LOUISVILLE<br>600 DR. MARTIN LUTHER KING, JR. PLACE<br>ROOM 821<br>LOUISVILLE KY 40202-2230  |  | CODE<br><div style="text-align: center;">W912QR</div>                   |  | 7. ADMINISTERED BY (If other than item 6)<br>MILITARY/RESERVE TEAM<br>600 DR. M. L. KING, JR. PL., RM 821<br>ATTN: SHARON K. EVANS<br>LOUISVILLE KY 40202-2230 |  | CODE<br><div style="text-align: center;">DACA27</div>          |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)  |  |   |  | X  |  | 9A. AMENDMENT OF SOLICITATION NO.<br>W912QR-04-R-0035          |  |
|  |  |   |  | X  |  | 9B. DATED (SEE ITEM 11)<br>07-Sep-2004                         |  |
|  |  |   |  |  |  | 10A. MOD. OF CONTRACT/ORDER NO.                                |  |
|  |  |   |  |  |  | 10B. DATED (SEE ITEM 13)                                       |  |
| CODE   |  | FACILITY CODE   |  |  |  |  |  |
| 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS  |  |   |  |  |  |  |  |
| <input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended.<br>Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods:<br>(a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted;<br>or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE<br>RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN<br>REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter,<br>provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified. |  |   |  |  |  |  |  |
| 12. ACCOUNTING AND APPROPRIATION DATA (If required)  |  |   |  |  |  |  |  |
| 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.<br>IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.  |  |   |  |  |  |  |  |
| A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.   |  |   |  |  |  |  |  |
| B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).  |  |   |  |  |  |  |  |
| C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:   |  |   |  |  |  |  |  |
| D. OTHER (Specify type of modification and authority)  |  |   |  |  |  |  |  |
| E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.  |  |   |  |  |  |  |  |
| 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)<br>Solicitation W912QR-04-R-0035 for 5th SFG/160th SOAR Barracks Complex, Ft. Campbell, KY is hereby modified as follows:<br><br>a. Replace Section 00115 with the revised Section 00115 dated 12 October 2004.<br>b. All amendments shall be acknowledged as indicated in item 11.<br>c. All other terms and conditions remain unchanged.   |  |   |  |  |  |  |  |
| Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.   |  |   |  |  |  |  |  |
| 15A. NAME AND TITLE OF SIGNER (Type or print)  |  |   |  | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)   |  |  |  |
|  |  |   |  | TEL: _____ EMAIL: _____  |  |  |  |
| 15B. CONTRACTOR/OFFEROR<br><br>_____<br>(Signature of person authorized to sign)   |  | 15C. DATE SIGNED  |  | 16B. UNITED STATES OF AMERICA<br><br>BY _____<br>(Signature of Contracting Officer)  |  | 16C. DATE SIGNED<br><br>12-Oct-2004                            |  |

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**SUMMARY OF CHANGES**

SECTION SF 30 - BLOCK 14 CONTINUATION PAGE

The following have been added by full text:

AMDT 0003

REVISED

**SECTION 00115**

**PROCEDURES FOR SUBMITTAL OF OFFERS**

**Dated 12 October 2004**

**SECTION TABLE OF CONTENTS****DIVISION 00 – CONTRACT REQUIREMENTS****SECTION 00115****PROCEDURES FOR  
SUBMITTAL OF OFFERS**

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| PART 1    | GENERAL |                                   |             |
| Paragraph | 1       | GENERAL REQUIREMENTS.....         | 1           |
|           | 2       | TECHINCAL PROPOSAL SECTIONS ..... | 1           |

SECTION 00115 - PROCEDURES FOR SUBMITTAL OF OFFERS

## 1. GENERAL REQUIREMENTS.

- 1.1. The intent of this solicitation is to select one contractor for 160<sup>th</sup> SOAR Barracks and 5<sup>th</sup> SFG Barracks Complex, Ft. Campbell, Kentucky.
- 1.2. Offerors submitting proposals for this project should limit submissions to data essential for evaluation of proposals so that a minimum of time and monies will have been expended in preparing information required herein. However, in order to be effectively and equitably evaluated, the proposals must include information sufficiently detailed to clearly describe the offeror's experience, technical approach and management capabilities to successfully complete the project. Proposals should follow the order of sequence set forth in the RFP. Information provided out of sequence may not be evaluated and may result in the offeror's disqualification from award. Requirements stated in this RFP are minimums. Innovative, creative or cost-saving proposals that meet or exceed the requirements are encouraged and will be rated accordingly. Any deviations from requirements should be clearly noted and justified in the proposal.
- 1.3. Offerors shall submit their proposals to the US Army Corps of Engineers, 600 Dr. Martin Luther King, Jr. Place, Room 821, Louisville, KY 40202-2230 no later than the time and date specified in Block 13 of Standard Form 1442.
- 1.4. Offerors are required to submit a proposal made up of a Technical Proposal and a Price Proposal. All proposal materials shall be submitted in binders with a table of contents and tabbed section dividers. The sections should parallel the submission requirements identified below. Sections I thru Sections VII shall be submitted in original and 7 copies. Sections VIII and IX shall be submitted in original only and shall be placed in a separate envelope along with the price proposal. Proposed betterments are to be indicated in a separate section of the proposal and tabbed "Betterments".
- 1.5. Offerors can be a construction firm, design firm, or a construction management firm.

## 2. TECHNICAL PROPOSAL SECTIONS

## 2.1 SECTION I- EXPERIENCE

At the end of this section is a suggested Project Experience form provided for voluntary use of project experience. Additional lines may be added as required. If the project experience form is not used, relevant experience submitted should at minimum address the same information listed on the optional form. Offeror's are invited, but not required, to submit photographs of especially successful projects in conjunction with this Section. Note: Projects that are the same for 2 or more categories below should only be submitted on one project experience form.

A. CONSTRUCTION CONTRACTOR: Provide up to three (3) recent examples of projects for which the Offeror has been responsible. The examples should be as similar as possible to this solicitation relative to project dollar value and scope (new barracks and dining construction). Demonstrated experience in completing projects of similar or larger size and complexity should be clearly documented. If the offeror represents the combining of two or more companies for the purpose of this RFP, each company shall list project examples.

B. DESIGN FIRM(S): Provide up to three (3) recent examples of projects for which the Design Firm(s) has been responsible. The examples should be as similar as possible to this solicitation in project dollar value and scope. Demonstrated experience in completing projects of similar or larger size and complexity should be clearly documented. If the design firm(s) represents the combining of two or more firms for the purpose of this RFP, each firm shall list project examples.

C. TEAM EXPERIENCE: Provide up to three (3) recent examples of projects for which the offeror and design firm have worked together. The examples should be as similar as possible to this solicitation in project dollar value and scope. Demonstrated experience in completing projects of similar or larger size and complexity should be clearly documented.

D. INDIVIDUAL PERSONNEL EXPERIENCE. Provide resumes for:

1. Overall Project Manager
2. Designer(s) of Record
3. Design Team Leader
4. Architect
5. CQC Manager
6. Construction Manager

NOTE: The identified personnel must be used on the project. Any substitution of these persons will not be permitted without prior approval of the Contracting Officer. A format for Personnel Resume is included for your use. If you elect not to use the format, all information requested on it is still required for evaluation of this item. Identification of two individuals proposed for a single position, except designers of record, will result in the evaluation of only the least qualified person.

2.2 SECTION II. PAST PERFORMANCE: Provide references for all of the experience identified in 2.1 A, B and C. Reference information should include project name, location, owner's name, point of contact and telephone number. Also include any ratings, letters, awards, etc which support past performance on these projects. The Government may also use other methods to obtain past performance information such as CCASS, ACASS, PPIMS, Dun & Bradstreet, contacting references, etc.

2.3 SECTION III –TECHNICAL INFORMATION:

This category consists of design documents, drawings, sketches, sustainable design features, design narratives and other information.

The following technical data shall be submitted as part of the formal proposal. Proposals shall include graphic description of the design included in the basic proposal clearly indicated as such.

Design Narratives.

The Offeror shall include in their proposal narratives that describe the building heating, air conditioning, and ventilating systems proposed for installation; that describe the electrical power and lighting systems proposed for installation; that describe the integration of interior mechanical systems within the proposed structural systems and illustrate the methods and processes whereby the various supporting systems are coordinated to assure a minimum of construction problems which relate the interface between the disciplines that describe Force Protection features associated with these facilities; and that describes the structural systems and sub-systems proposed for installation in the facilities.

Design drawings.

Provide an index of drawings. If required drawings are common for more than one type of building, indicate so on the drawing. The proposal design drawings shall provide the information as indicated in the following tables:

## BUILDING FUNCTION AND AESTHETICS

|  |
|--|
| Drawing Type:  |
| Floor Plans<br>(For each building type)                                  |
| Typical<br>Exterior Elevations (Show all sides) (For each building type) |
| Transverse and Longitudinal Sections<br>(For each building type)         |
| Typical Wall Sections<br>(For each building type)                        |

## SITE DESIGN

|   |  |
|---|--|
| Drawing Type  |  |
| Site Plan (Layout for all site requirements).<br>- Spatial and functional arrangement.<br>- Project Work Limits<br>- Proposed contours<br>- Vehicular circulation, Parking and pedestrian circulation<br>- Force Protection Setbacks<br>- Site amenities<br>Note <sup>1</sup> |  |
| Landscape Plans   |  |
| Storm Drainage Plan<br>- Drainage and water retention ponds (if utilized)   |  |
|   |  |

Note<sup>1</sup>: Drawings shall be dimensioned to show building separations, set back, etc.

## 2.4 SECTION IV- MANAGEMENT

## A. Management Plan.

Provide a management plan for the project that describes how your labor, resources, designers, subcontractors and material suppliers will be coordinated and used to ensure successful completion of the project. Describe how subcontractors' work will be managed, supervised and coordinated and who in the organization will be responsible for this management and coordination. Discuss which resources are available but will not be present at the site. Provide an organizational chart for this project showing home office support, on-site management and the responsible chain of command. Include names of assigned personnel and proposed subcontractors and their areas of responsibility. Joint venture offerors must show the respective areas of responsibility for each partner. **Clearly delineate on-site from off-site personnel. Quality Control Manager and Site Safety Officer shall be included in the chart.**

## B. Schedule

Provide a bar chart schedule using days in lieu of dates, showing how the work will be performed and completed within period of performance shown in Special Contract Requirement No.1. Show all required design phases, including reviews and resolution of comments. Show the construction phases. Identify all fast tracking of design and construction. Show completion, turnover, and as-built submissions. Offerors may submit schedules offering lesser duration for completion, as long as required review times are not shortened.

## 2.5 SECTION V- SUSTAINABLE DESIGN

The Offeror's shall include in their proposal a narrative describing preliminary strategies to achieve a **minimum Gold** rating as determined by the U.S. Army Corps of Engineers SPiRiT (Sustainable Project Rating Tool, version 1.4). The narrative shall be formatted to the SPiRiT point system and provided for evaluation. The SPiRiT rating tool is available from the following website: [www.cecer.army.mil/sustdesign](http://www.cecer.army.mil/sustdesign).

## 2.6 SECTION VI- DECONSTRUCTION APPROACH

The offeror shall provide a narrative describing a detailed deconstruction approach required by Section 01020 Section 14. This is an overall approach showing how the offeror will deconstruct, recycle, store and dispose of building 2994 and all project site work in this project.

## 2.7 SECTION VII – BETTERMENTS & INNOVATIONS

“Betterment” is defined as any component or system that exceeds the minimum requirements stated in the Request for Proposal as identified by the government. In narrative form, address each Betterment (if any are possible without exceeding the price target) that you have included in your proposal, and a description of how you intend to accomplish the Betterment. Indicate price associated with each betterment on the bid schedule only.

“Innovations” are the offeror's opportunity for design and construction creativity and value engineering. Innovations are defined as portions of proposals where features, components, or systems do not meet or exceed the minimum requirements of the contract as identified in the Request for Proposal. This section allows offerors to clearly describe where their proposal does not meet or exceed the minimum requirements of the solicitation, but improves the final product while not exceeding the price target. The offeror shall provide supporting narrative to show how the Government will benefit from each innovation. Without quoting dollar amounts discuss how the price is affected (increased/decrease) by each innovation. Indicate price associated with each innovation on the bid schedule only.

## 2.8 SECTION VIII. Subcontracting (Go/No-Go) (One copy only)

Use of US small businesses. Offers will be evaluated for the planned utilization of U.S. small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and woman-owned small business concerns, in the organizational arrangement. Each subcontracting plan must assure that no less than **20%**, with a desired objective of at least **35%**, of the total dollar value in aggregate of the acquisition is performed by small business teaming partners or subcontractors. The offeror's history of meeting small business goals (to include all the small business categories set forth above) will be evaluated. In addition, consideration will be given to actions the offeror proposes for identifying additional subcontracting opportunities for U.S. small businesses beyond those discussed above.

It is the intent of this solicitation to provide maximum practicable opportunities to participate as subcontractors in the contract awarded under this solicitation for US small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and woman-owned business concerns, consistent with efficient contract performance.

## **SUBCONTRACTING NARRATIVE (ONE COPY ONLY)**



It is the Government's intent of this solicitation to provide the maximum practicable opportunities to participate as subcontractors in the contract awarded under this solicitation to US Small Businesses (SB), Veteran-Owned Small Business (VOSB), Service-Disabled Veteran-Owned Small Business (SDVOSB), SBA Hubzone certified Small Business, SBA certified Small Disadvantaged Business (SDB) and Woman-Owned Small Business (WOSB) concerns.

It is a requirement of this procurement that a minimum of 20%, with a desired objective of at least 35%, of the **total award dollars** must go to US small business as first tier subcontractors. **(This is not a percentage of total subcontracted dollars, but rather a percentage of the total dollar value of the contract).** The proposal shall address the overall percentage goals for the total contract value to be performed by US Small Businesses and a breakdown of the separate percentage goals for using the following target objectives planned to be subcontracted:

|   | <u>Target Objective</u> | <u>Proposed</u> |
|---|-------------------------|-----------------|
| US Small Business                             | 35%                     | _____ %         |
| Veteran-Owned Small Business                  | 6%                      | _____ %         |
| Service Disabled Veteran-Owned Small Business | 3%                      | _____ %         |
| HUBZone Small Business                        | 3%                      | _____ %         |
| Small Disadvantaged Business                  | 10%                     | _____ %         |
| Woman-Owned Small Business                    | 10%                     | _____ %         |

**PLEASE NOTE: THIS INFORMATION IS SEPARATE FROM THE SUBCONTRACTING PLAN REQUIREMENTS FOR SUBMITTAL BY LARGE BUSINESSES ONLY. THIS NARRATIVE WILL BE USED AS AN EVALUATION FACTOR.** Because of the size of the contract award and the small business initiative we are requiring a SUBCONTRACTING NARRATIVE FROM "ALL" contractors (large or small) showing hoe they plan to achieve this goal. Your narrative **MUST INCLUDE** a listing of your subcontractors (large or small) the company name, the product or service being subcontracted, the percentage and dollar amounts along with the appropriate size and the socio-economic program(s) for which your subcontractor is eligible.

**(FOR ADDITIONAL CLARIFICATION ON THIS REQUIREMENT CALL KATHY HYATT AT (502) 582-6662).**

The proposal shall address:

1. Separate percentage goals for using small business (SB), veteran-owned small business (VOSB), service-disabled veteran-owned small business (SDVOSB), HUBZone small business, small disadvantaged business (SDB), and woman-owned small business (WOSB) concerns as subcontractors;
2. A statement of the total dollars planned to be subcontracted and a statement of the total dollars planned to be subcontracted to the small business breakdowns (SB, VOSB, SDVOSB, HUBZone, SDB and WOSB).
3. A description of the principal types of supplies and services to be subcontracted and an identification of the types planned for subcontracting to the small business breakdowns;
4. A description of the method used to develop the subcontracting goals, including rationale;
5. The name of an individual employed by the offeror who will administer the offeror's subcontracting program, and a description of the duties of the individual;
6. A description of the efforts the offeror will make to ensure that SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns have an equitable opportunity to compete for subcontracts;

7. A description of the types of records that will be maintained concerning procedures adopted to comply with the requirements and goals in the plan, including establishing sources lists; and a description of the offeror's efforts to locate SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns and to award subcontracts to them;
8. All offerors shall provide information substantiating their record of small business utilization on past contracts. Provide a detailed history of the offeror's past performance in meeting projected small business goals, to include all the small business categories set forth above. Any information concerning long-term relationships with small business subcontractors, such as mento-protégé' relationships should be provided. For all prime contracts listed, the offeror will describe its record of meeting all small business category subcontracting goals. This may include letters of commitment, teaming arrangements, etc. **For large businesses, the SF 294 shall be submitted for all relevant projects submitted under the criterion Past Performance.**

2.9 SECTION IX. Sub-Contracting Information (Go/No-Go) (One copy only)

(a) Past Performance on Utilization of Small, Small Disadvantaged, and Women-Owned Small Businesses. All firms must identify their efforts to comply with Clause 52.219-8, Utilization of Small Business Concerns. If you are a large business, provide copies of subcontracting plans, both initial and final, which clearly represent your efforts to comply with FAR Clause 52.219-9, Small Business Subcontracting Plan. If you are a small business, provide details of efforts on previous projects that clearly represent your efforts to comply with FAR Clause 52.219-8. Information is to be limited to the projects identified under Section II, Experience.

(b) Subcontracting Plan for Large Business. Large business offerors shall submit a subcontracting plan in accordance with the above numbered FAR Clauses. To be acceptable, plans must adequately address the required statutory elements and provide sufficient information to enable the Contracting Officer to answer affirmatively questions A through H of Appendix DD, Part 2, AFARS 19.705. You may use the attached sample subcontracting plan as a starting point. Percentage goals apply to the total amount being subcontracted. The current goals for the Louisville District are 57.2% to Small Business, 10.0% to Small Disadvantaged Business. 10.0% to Women-Owned Small Business, 3% for Hubzone Businesses, and 3.0% to Service-Disabled Veteran Owned Small Business.

**PRIME CONTRACTOR EXPERIENCE**  
(One form per project, maximum of 3 forms)

Your firm's name \_\_\_\_\_

Name of Project/Location \_\_\_\_\_

General Scope of Project \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your role (prime, joint venture, subcontractor) and work your company self-performed \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Construction Cost:

At Award: \$ \_\_\_\_\_

Reason for the cost growth: \_\_\_\_\_  
\_\_\_\_\_

Final Cost \$ \_\_\_\_\_

Award Date: \_\_\_\_\_

Scheduled Completion: \_\_\_\_\_

Reason for the time growth: \_\_\_\_\_  
\_\_\_\_\_

Actual Completion: \_\_\_\_\_

Extent and type of work you subcontracted out \_\_\_\_\_  
\_\_\_\_\_

Owner's Point of Contact (POC) for reference (name and company and telephone number) \_\_\_\_\_  
\_\_\_\_\_

Name and Title \_\_\_\_\_

Name of your firm \_\_\_\_\_

No. of years: With this firm \_\_\_\_\_ With other firms \_\_\_\_\_

Education (Degree(s)/Year/Specialization): \_\_\_\_\_  
\_\_\_\_\_

No of years with Active Registration: \_\_\_\_\_

Your Assignment on this project \_\_\_\_\_  
\_\_\_\_\_

Your specific experience and qualifications relevant to this project. Include a POC with phone number for the two most recent projects described:

Project Name and Location:

---

General Scope of Project:

---

---

Your Role in the Project and a Description of the Duties You Performed:

---

Owner's POC for reference (name and phone number):

---

---

Project Name and Location:

---

General Scope of Project:

---

Your Role in the Project and a Description of the Duties You Performed:

---

Owner's POC for reference (individual name, company name and telephone number):

---

SMALL BUSINESS SUBCONTRACTING PLAN  
SAMPLE SMALL BUSINESS SUBCONTRACTING PLAN

DATE: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SOLICITATION/CONTRACT NO: \_\_\_\_\_

CONTRACT AMOUNT \$ \_\_\_\_\_

DESCRIPTION: \_\_\_\_\_

Our firm has established a policy to afford Small Business concerns (SB), Small Disadvantaged Business concerns (SDB), Women-Owned Small Business concerns (WOSB), Veteran-Owned Small Business concerns (VOSB), Service Disabled Veteran-Owned Small Business concerns (SDVOSB), Historically Black Colleges and Universities/Minority Institutions (HBCU/MI) and HUBZone Small Business (HSB) concerns opportunities to participate in all contracts with the Department of Defense or other entities, both public and private. In most instances, HBCU/MI are not applicable to construction contracts, but will be included throughout this plan with the intent to involve them whenever possible. The following, together with any attachments, is hereby submitted as a Small Business Subcontracting Plan to satisfy the applicable requirements of Public Law 95-507, Public Law 99-661, Section 1207, and Public Law 100-180, Section 806.

1. (a) BASE BID ONLY: The following percentage goals (expressed in terms of a percentage of total planned subcontracting dollars) and dollar amounts are applicable to the contract cited above or to the contract awarded under the solicitation cited. Total Base Bid is \$ \_\_\_\_\_.

(i) Total Planned Subcontracting Dollars \$ \_\_\_\_\_

(i) Small Business concerns (SB): \_\_\_\_\_% or \$ \_\_\_\_\_ of total planned subcontracting dollars under this contract will be awarded to subcontractors who are SB.

(iii) Small Disadvantaged Business concerns (SDB): \_\_\_\_\_% or \$ \_\_\_\_\_ of total planned subcontracting dollars under this contract will be awarded to subcontractors who are small concerns owned and controlled by socially and economically disadvantaged individuals and appear on the Small Business Administration's Procurement and Marketing and Access Network (PRO-Net). (<http://pro-net.sba.gov>) This percentage is included in the percentage shown under 1 (a)(i) above, as a subset.

(iv) Women-Owned Small Business concerns (WOSB): \_\_\_\_\_% or \$ \_\_\_\_\_ of total planned subcontracting dollars under this contract will be awarded to subcontractors who are WOSB. This percentage is included in the percentage shown under 1.(a)(i) above, as a subset.

(v) Veteran-Owned Small Business concerns (VOSB): \_\_\_\_\_% or \$ \_\_\_\_\_ of total planned subcontracting dollars under this contract will be awarded to subcontractors who are VOSB. This percentage is included in the percentage shown under 1 (a) (i) above, as a subset.

(vi) Service-Disabled Veteran-Owned Small Business concerns (SDVOSB): \_\_\_\_\_% or \$ \_\_\_\_\_ of total planned subcontracting dollars under this contract will be awarded to subcontractors who are SDVOSB. This percentage is included in the percentage shown under 1 (a) (i) above.)

(vii) Historically Black Colleges and Universities/Minority Institutions (HBCU/MI):

\_\_\_\_\_ % or \$ \_\_\_\_\_ of total planned subcontracting dollars under this contract will go to HBCU's who are an institution determined by the Secretary of Education to meet the requirements of 34 CFR 608.2, the term also includes any nonprofit research institution that was an integral part of such a college or university before November 14, 1986; or MI's who are an institution of higher education meeting the requirements of Section 1046(3) of the Higher Education Act of 1965 (20 U.S.C. 1135d-5(3)) which, includes a Hispanic-serving institution of higher education as defined in Section 316(b)(1) of the Act (20 U.S.C. 1059c(b)(1)). This percentage is included in the percentage shown under 1.(a)(i) above, as a subset.

(viii) HUBZone Small Business concerns: \_\_\_\_\_ % or \$ \_\_\_\_\_ of total planned subcontracting dollars under this contract will go to subcontractors who are small business concerns located in a historically underutilized business zone which is an area located within one or more qualified census tracts, qualified non-metropolitan counties, or lands within the external boundaries of an Indian reservation and appear on the Small Business Administration's Procurement and Marketing and Access Network (PRO-Net). (<http://pro-net.sba.gov>) This percentage is included in the percentage shown under 1.(a)(i) above, as a subset.

The following principal products and/or services will be subcontracted under the Base Bid of this contract, and the distribution among Large Business, Small Business, Small Disadvantaged Business, Woman-Owned Small Business, Veteran-Owned Small Business, Service Disabled Veteran-Owned Small Business Historically Black Colleges and Universities/Minority Institutions, and HUBZone Small Business is as follows: (Check all that apply)

| Subcontractor Name | Product or Service | Large Business | Small Business | SDB | WOSB | VOSB | SDVOSB | HBCU/MI | HSB |
|--------------------|--------------------|----------------|----------------|-----|------|------|--------|---------|-----|
|                    |                    |                |                |     |      |      |        |         |     |
|                    |                    |                |                |     |      |      |        |         |     |
|                    |                    |                |                |     |      |      |        |         |     |
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|                    |                    |                |                |     |      |      |        |         |     |
|                    |                    |                |                |     |      |      |        |         |     |

(ATTACHMENT MAY BE USED IF ADDITIONAL SPACE IS REQUIRED)

The above-named SB and SDB firms denoted by \* are performing a significant portion of the effort or are providing a major service or component of this project. In accordance with Section 00800, the above-named firms will be utilized on the contract.

(b) OPTIONS: You must include a separate goal for each option. See the attached Continuation Sheets for Paragraph 1(a) for each option)

(c) The following method was used in developing subcontract goals (i.e., Statement explaining how the product and service areas to be subcontracted were established, how the areas to be subcontracted to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns were determined, and how small business, veteran-owned small business, HUBZone small business, small disadvantaged business and women-owned small business concerns' capabilities were determined, to include identification of source lists utilized in making those determinations. Also a statement as to what efforts will be taken to improve on past goals and how SB and SDB firms will be included in areas without previous SB/SDB involvement).

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(d) Indirect and overhead costs (check one): \_\_\_\_ have been \_\_\_\_ have not been included in the goals specified in 1(a) and 1(b).

(e) If "have been" is checked, explain the method used in determining the proportionate share of indirect and overhead cost to be allocated as subcontracts to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns.

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2. The following individual will administer the subcontracting program:

Name & Title: \_\_\_\_\_

Address & Telephone: \_\_\_\_\_

This individual's specific duties, as they relate to the firm's subcontracting program, are as follows:  
General overall responsibility for this company's Small Business Program, the development, preparation and execution of individual subcontracting plans and for monitoring performance relative to contractual subcontracting requirements contained in this plan, including but not limited to:

(a) Developing and maintaining offerors/bidders lists of small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns from all possible sources. Our firm may rely on the information contained in PRO-Net as an accurate representation of a concern's size and ownership characteristics for the purposes of maintaining a small business, veteran-owned small, service-disabled veteran-owned small, HUBZone small, small disadvantaged and women-owned small business source list. The Small Business Administration's (SBA's) list of Small Disadvantaged Businesses and small HUBZone businesses can be accessed at <http://pro-net.sba.gov/pro-net/search.html>.

(b) Ensuring that procurement packages are structured to permit small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns to participate to the maximum extent possible.

(c) Assuring inclusion of small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns in all solicitations for products or services that they are capable of providing.

(d) Reviewing solicitations to remove statements, clauses, etc., which may tend to restrict or prohibit small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business participation, including recommendations to set aside competitions for SDB's

(e) Ensuring periodic rotation of potential subcontractors on bidders' lists.

(f) Ensuring that the bid proposal review board documents its reasons for not selecting low bids submitted by small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns.



- (g) Ensuring the establishment and maintenance of records of solicitations and subcontract award activity.
- (h) Attending or arranging for attendance of company counselors at Business Opportunity Workshops, Minority Business Enterprise Seminars, Trade Fairs, etc.
- (i) Conducting or arranging for conduct of motivational training for purchasing personnel pursuant to the intent of Public Laws 95-507, 99-661, and 100-180.
- (j) Monitoring attainment of proposed goals.
- (k) Preparing and submitting periodic subcontracting reports required, which will include Standard Form (SF) 294, Subcontracting Report for Individual Contracts, and SF 295, Summary Subcontract Report, in accordance with the instructions on the forms.
- (l) Coordinating contractor's activities during the conduct of compliance reviews by Federal agencies.
- (m) Coordinating the conduct of contractor's activities involving its small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business subcontracting program.
- (n) Notifying the Contracting Officer or his representative in writing of any substitutions of firms that are not small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, or women-owned small business for the firms listed in the subcontracting plan.

- (o) Additions to (or deletions from) the duties specified above are as follows:

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3. The following efforts will be taken to assure that small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns will have an equitable opportunity to compete for subcontracts, including items not traditionally awarded to SB or SDB firms:

- (a) Outreach efforts will be made by:

(i) Contacts with minority and small business trade associations such as veterans service organizations, the National Minority Purchasing Council Vendor Information Service, the Research and Information Division of the Minority Business Development Agency in the Department of Commerce.

(ii) Contacts with business development organizations.

(iii) Attendance at small and minority business procurement conferences and trade fairs.

(iv) Sources will be requested from Small Business Administration's Procurement Marketing and Access Network (PRO-Net).

(v) Reviews to determine the competence, ability, experience and capacity available from SB and SDB firms and providing technical assistance to same.

(vi) Evaluations of our SB, SDB, WOSB, VOSB, SDVOSB and HUBZone award performance and program effectiveness against goals established company-wide.

- (b) The following internal efforts will be made to guide and encourage buyers:

(i) Workshops, seminars and training programs will be conducted.

(ii) Activities will be monitored to evaluate compliance with this subcontracting plan, evaluating SB, SDB, WOSB, VOSB, SDVOSB and HUBZone award performance and program effectiveness.

(c) Small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concern source lists, guides and other data identifying small, small disadvantaged and women-owned small business concerns will be maintained and utilized by buyers in soliciting subcontracts.

- (d) Additions to (or deletion from) the above listed efforts are as follows:

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4. The offeror (contractor) agrees that the clause entitled "Utilization of Small Business Concerns" at FAR 52.219-8 will be included in all subcontracts that offer further subcontracting opportunities, and all subcontractors (except small business concerns) who receive subcontracts in excess of \$500,000 (\$1,000,000 in construction) will be required to adopt a subcontracting plan that complies with FAR 52.219-9. Such plans will be reviewed by comparing them with the provisions of Public Law 95-507, and assuring that all minimum requirements of an acceptable subcontracting plan have been satisfied. The acceptability of percentage goals shall be determined on a case-by-case basis depending on the supplies/services involved, the availability of potential small businesses, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small businesses, small disadvantaged businesses and women-owned small business subcontractors, and prior experience. Once approved and implemented, plans will be monitored through the submission of periodic reports, and/or, as time and availability of funds permit, periodic visits to subcontractors facilities to review applicable records and subcontracting program progress.

5. The offeror/contractor agrees to submit such periodic reports and cooperate in any studies or surveys as may be required by the contracting agency or the Small Business Administration in order to determine the extent of compliance by the offeror/contractor with the subcontracting plan and with the clause entitled "Utilization of Small Business Concerns," contained in the contract. The above reports will include Standard Form (SF) 294, Subcontracting Report for Individual Contracts, and SF 295, Summary Subcontract Report, in accordance with the instructions on the forms.

The offeror/contractor further agrees to ensure that its subcontractors agree to submit SF 294 and SF 295.

6. The offeror/contractor agrees that he will maintain at least the following types of records to document compliance with this subcontracting plan:

(a) Small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concern source lists, guides and other data identifying SB/SDB concerns.

(b) Organizations contacted for small, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small, small disadvantaged and women-owned small business sources.

(c) On a contract-by-contract basis, records on all subcontract solicitations over \$100,000, indicating on each solicitation (i) whether small business concerns were solicited, and if not, why not; (ii) whether veteran-owned small business concerns were solicited, and if not, why not; (iii) whether service-disabled veteran-owned small business concerns were solicited, and if not, why not; (iv) whether HUBZone small business concerns were solicited, and if not, why not; (v) whether small disadvantaged business concerns were solicited, and if not, why not; (vi) whether women-owned small business concerns were solicited, and if not, why not; and (vii) reasons for the failure of solicited small, veteran-owned small, service-disabled veteran-owned small, HUBZone small, small disadvantaged or women-owned small business concerns to receive the subcontract award.

(d) Records to support other outreach efforts: Contacts with veteran service organizations, Minority and Small Business Trade Associations, etc., and attendance at small and minority business procurement conferences and trade fairs.

(e) Records to support internal activities to guide and encourage buyers: Workshops, seminars, training programs, etc., monitoring activities to evaluate compliance.

(f) On a contract-by-contract basis, records to support subcontract award data to include name and address and business size of each subcontractor. Contractors having commercial plans need not comply with this requirement.

(g) Records to be maintained in addition to the above are as follows:

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Plan Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_  
Contracting Officer

## NAME OF OPTION: \_\_\_\_\_

The following principal products and/or services will be subcontracted under Option 1 of this contract, and the distribution among LB, SB, SDB, WOSB, VOSB, SDVOSB, HBCU/MI, and HUBZone SB is as follows: (Check all that apply)

[illegible]

## Percents

- |   |       |       |
|---|-------|-------|
| 1. Total option contract price                            | _____ |       |
| 2. Total to be subcontracted (to all types of businesses) | _____ | 100%  |
| a. To large business                                      | _____ | _____ |
| b. To small business                                      | _____ | _____ |
| i. To nondisadvantaged small business                     | _____ | _____ |
| ii. To veteran-owned small business                       | _____ | _____ |
| iii To service-disabled veteran-owned small business      | _____ | _____ |
| iv. To HUBZone small business                             | _____ | _____ |
| v. To disadvantaged small business                        | _____ | _____ |
| vi. To women-owned small business                         | _____ | _____ |

[illegible]

NAME OF OPTION:\_\_\_\_\_

|   | Dollars    | Percents |
|---|------------|----------|
| 1. Total option contract price                            | _____      |          |
| 2. Total to be subcontracted (to all types of businesses) | _____ 100% |          |
| a. To large business                                      | _____      | _____    |
| b. To small business                                      | _____      | _____    |
| i. To nondisadvantaged small business                     | _____      | _____    |
| ii. To veteran-owned small business                       | _____      | _____    |
| iii To service-disabled veteran-owned small business      | _____      | _____    |
| iv. To HUBZone small business                             | _____      | _____    |
| v. To disadvantaged small business                        | _____      | _____    |
| vi. To women-owned small business                         | _____      | _____    |

The following principal products and/or services will be subcontracted under Option 3 of this contract, and the distribution among LB, SB, SDB, WOSB, VOSB, SDVOSB, HBCU/MI, and HUBZone SB is as follows: (Check all that apply)

| Subcontractor Name | Product or Service | Large Business | Small Business | SDB | WOSB | VOSB | SDVOSB | HBCU/MI | HSB |
|--------------------|--------------------|----------------|----------------|-----|------|------|--------|---------|-----|
|                    |                    |                |                |     |      |      |        |         |     |
|                    |                    |                |                |     |      |      |        |         |     |
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|                    |                    |                |                |     |      |      |        |         |     |
|                    |                    |                |                |     |      |      |        |         |     |

(End of Summary of Changes)